

## STATE OF MINNESOTA

# BOARD OF SOCIAL WORK

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**REGULAR BOARD MEETING**  
**University Park Plaza**  
**University Conference Room A – 4th Floor**  
**2829 University Avenue S. E.**  
**Minneapolis, Minnesota 55414**

**March 18, 2005**

**Members Present:** Kathleen Beehler, LSW  
Miriam Bergmark, Public Member  
Anthony Bibus, III, LISW, Chair  
Roy Garza, LGSW  
Paul Gaston, LSW  
David Hallman, LSW, Secretary-Treasurer  
Margaret Sebring Khali, LSW  
Mary Casey Ladd-Bowman, LICSW  
Peter Langseth, LSW  
Kenneth Middlebrooks, Public Member  
Anoma Mullegama, LICSW  
Antonia Wilcoxon, Public Member, Vice Chair

**Members Absent:** Marilyn Kloran, LICSW  
Timothy Schmidt, Public Member

**Staff Present:** Louis Hoffman, Compliance Director  
Brenda Mammenga, Compliance Coordinator  
Sheryl McNair, LICSW, Staff Social Worker  
Frank Merriman, Executive Director  
Connie Oberle, Office Manager  
Kate Zacher-Pate, LSW, Assistant Director

### **1. PROPOSED AGENDA**

Chair Bibus called the meeting to order at 10:00 a.m.; a quorum was present. **A motion was made by Gaston, and seconded by Garza, to approve the agenda. The motion carried unanimously.**

### **2. MINUTES FOR JANUARY 21, 2005 MEETING**

**A motion was made by Garza, and seconded by Mullegama, to approve the January 21, 2005 minutes. The motion carried unanimously.**

### **3. EXECUTIVE DIRECTOR'S REPORT: Frank Merriman**

- Merriman reported that Barbara Affeldt, the Board's Licensure and Exam Application Coordinator, is retiring April 1. Barbara has been with the Board for almost 13 years, and she has been an excellent member of our staff. A card was passed for the Board to sign.
- Merriman also expressed appreciation to Sonia Anderson and Jean Westley for their work in licensing, to our new receptionist, Brie Deadman, and to all the staff of the Board.
- Merriman will meet with John Berns, the Governor's Appointments Secretary, on March 21 to discuss Board appointments. The appointments may be made before the May Board meeting.
- Recommendations from the Governor's Drive to Excellence have not been made public. A preliminary recommendation was to consolidate the state's licensing efforts into a single entity for the state. The recommendations may be implemented by the Governor through Executive Orders or legislation. However, we do not know if legislation will be proposed this session.
- Bibus wrote a letter to the Governor requesting that his health policy staff person meet with Merriman to discuss the Governor's budget proposal. Merriman and several other Executive Directors met with Heidi Holste who said that the Boards were expected to support the Governor's budget. Holste will ask the Department of Finance to meet with the Executive Directors to discuss the Department's policies in regard to the Boards. Attached is a copy of a memo the Executive Directors sent to the Finance Department outlining concerns and requesting a meeting, which will be scheduled in the near future.
- Merriman received approval from the Board's Executive Committee for the Board to propose serving as the administering board for the Office of Mental Health Practice (OMHP). The Executive Directors and the Department of Health have suggested that OMHP's governance structure be similar to that of Health Professionals Services Program (HPSP) under which each board would have a representative on an interboard committee with oversight responsibility. The administering board would oversee its operation by using monies from the State Government Special Revenue Fund, the fund holding the Boards' surplus revenues. The proposal needs to be approved by the legislature. Attached is a copy of the bill draft and summary that was submitted to Senator Kiscaden.

*[Beehler arrived at 10:10 a.m. and Ladd-Bowman at 10:40 a.m.]*

### **4. COMMITTEE REPORTS**

#### **A. COMPLIANCE COMMITTEE: Margaret Sebring Khali**

- Khali reported that the Compliance Unit is functioning well. The Compliance Panel met this morning to review cases. There are conferences scheduled for April and May.

- Khali noted that Zacher-Pate and Hoffman attended a meeting with the Nursing Home Providers Work Group regarding the possibility that it may request the Department of Health to change rule requirements for hiring Social Workers in nursing homes having more than 120 beds. The Department of Health has received several comments from facilities in greater Minnesota that it is difficult to hire licensed social workers in greater Minnesota. Zacher-Pate informed the Work Group of the Board's Geographic Waiver provision which may address the hiring difficulty issue rather than diluting the Minnesota rule requirement.
- Hoffman discussed public protection, the Board's jurisdiction relating to licensure, complaints and the statutory geographic waiver. Hoffman's explanation of state and federal rules and the option of using a geographic waiver enabled the group, which included the Department of Health, the Department of Human Services and several representatives from the industry to leave the rules as they stand.
- Khali brought up the situation of regional mental health centers hiring mental health practitioners or family liaisons instead of therapists. There was a discussion about sending letters to these centers which would clarify that employees graduating from an accredited Council on Social Work Education (CSWE) social work program should be licensed as social workers.
- Khali also noted that she, Hallman, Hoffman and McNair presented at the Minnesota Social Services Association conference yesterday. There was a power point discussion which included ethics in the licensing process, along with case scenarios for group discussion. Khali said that the presentation was well received as shown by the audience's comments.
- Khali believes it would be beneficial for the Board to delegate time and resources to present at such conferences. McNair noted that preparing a video has also been discussed.
- There was a discussion between Bibus and Langseth about asking the Executive Committee and Board Staff to develop a proposal or outline for a venue and budget for conference presentations. Wilcoxon asked if a training committee could also be developed.
- Hallman recommended that the Board's presentations include information about becoming a Board Member and include the Secretary of State's web site for application information.
- Hoffman stated that compliance statistics would be provided from the previous two months of each Board meeting as discussed at a previous meeting.
- Hoffman distributed "Complaint Status Report January 1-February 28, 2005" and reported that there were 17 cases opened, 9 cases closed and 51 pending. Because of multiple complainants filing complaints, the number of complainants is 40.

**B. FINANCE COMMITTEE: David Hallman**

Merriman distributed "Board of Social Work Finance Committee Report, March 18, 2005."

- Hallman reported that the committee met Thursday. There is a surplus of \$188,000, and next year's budget proposal is the same as noted in the operation section of the budget. It does not include inflationary costs such as employee salary or benefits.
- A proposal to change the out-of-state travel policy for the Board and Staff was discussed. **A motion was made by Hallman, and seconded by Langseth, proposing the following:**
  - 1) **The Board will pay the travel expenses of no more than three Board members for attendance at out-of-state conferences during a single fiscal year;**
  - 2) **The Board will pay the travel expenses of no more than two staff members for attendance at out-of-state conferences during a single year; and**
  - 3) **\$1,000 will be allocated for the expenses of five out-of-state conferences which total \$5,000 per fiscal year for the 2006-2007 biennium. Three Board members and two staff members may attend these five conferences per fiscal year.**

**The motion carried unanimously.**

- Merriman also noted that ASWB pays the expenses of only one new Board Member per each new member training session.
- Langseth expressed concern about not filling Barbara Affeldt's position with the Board staff. In the past public relations has suffered when a position was vacant. Merriman assured him that staff could take on the extra responsibilities.

**C. FOREIGN-BORN ESL STUDY COMMITTEE: Peter Langseth**

Langseth reported that the committee will begin meeting the month between Board meetings instead of the day before the Board meeting. The committee has good attendance and also uses teleconferencing. It has an active local core group, and it continues to explore contacts brought to the committee for additional resources. The next meeting is April 21, and they are open to the public.

**D. LEGISLATION & RULES COMMITTEE: Tony Bibus**

- Bibus reported that the committee did not formally meet, but it is keeping abreast of developments through Merriman's and Zacher-Pate's work on the legislative proposal.
- Progress of the proposal may be viewed on [www.revisor.leg.state.mn.us](http://www.revisor.leg.state.mn.us) by searching for House File 1294 and Senate File 1289.

- Merriman, Zacher-Pate and a professional association member will be ready to testify at the hearing on behalf of the Board.

## **5. OTHER REPORTS**

### **A. ADVISORY COMMITTEE: Tony Bibus**

- Bibus reported that the meeting focused on developing a legislative proposal, fees and the OMHP. "Minnesota Board of Social Work Advisory Committee Meeting Minutes – 2/25/05" was distributed.
- Bibus asked Pam Luinenberg, Coordinator for the Minnesota Coalition of Licensed Social Workers, to summarize the committee meeting. Luinenberg reported that the committee asked her to summarize what the Associations have learned in the past fifteen years regarding county social work licensure issues. She will summarize the findings in three pages and will ask the Advisory Committee to review the summary.

### **B. COUNCIL OF HEALTH BOARDS: Paul Gaston**

- Gaston reported that the Council did not meet. Merriman explained that the Council meets at the request of the Executive Directors, and they plan to call a meeting when the Drive to Excellence recommendations are released.

### **C. HPSP: Casey Ladd-Bowman**

- Ladd-Bowman reported that the last meeting was January 19 which focused on HPSP's budget and the budget crisis. Merriman explained that the March meeting was postponed to May because HPSP's computer system was infiltrated. Merriman assured the Board that we do have a disaster recovery plan and that security may be updated in the future. ASU IT staff is effectively working to identify and correct the problems.

## **6. NURSING HOME MEETING: Kate Zacher-Pate & Louis Hoffman**

*See 4. A. Compliance Committee above.*

## **7. PUBLIC COMMENT**

- Pam Luinenberg spoke on behalf of the Minnesota Coalition of Licensed Social Workers, and expressed Alan Ingram's (the Executive Director of the National Association of Social Workers-Minnesota Chapter) regrets for not being able to attend the Board meeting. He is in Washington working on NASW business.
- Luinenberg expressed satisfaction in Zacher-Pate's & Hoffman's presence at the decision making table of nursing home administrators saying that it is important to have social workers present in employers groups where there is social work practice.
- She also said it is better to be proactive rather than reactive in dealing with social work issues and listed several examples: 1) the school social work collaborative of the '90's

resulted in a permanent liaison with MSSWA and the Department of Education (which granted \$10,000 for children with special needs) and MSSWA; 2) Social Workers are very dedicated to their clients but they are not always recognized or have their work promoted. The Associations are looking into incorporating advocacy into practice. For example, home care social workers are eligible for Medicaid reimbursement but they have not necessarily been considered for them, because they are not always involved in financial decisions made about them.

- Luinenberg also commented about her attendance at the MSSA conference and the Board's ethics presentation. She enjoyed it, felt it went very well, and heard positive feedback from participants in the interactive portion of the presentation. She believes it is a good opportunity for the Board to communicate its standards as they are a "value added" reason to become licensed because they support social work practice.
- Luinenberg concluded that she supports the Board's continuing its public relations through social work conferences.

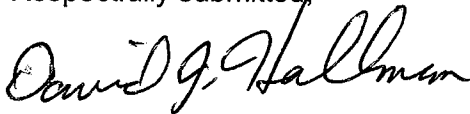
**8. OTHER BUSINESS**

**9. ADJOURN**

The meeting adjourned at 11:25 p.m.

**10. [LUNCH]**

Respectfully submitted,



David Hallman, LSW  
Secretary-Treasurer